



RESOLUTION 2017-632

A RESOLUTION UPDATING CITY HALL OPERATING FEES, FEES IN CONNECTION WITH LAND USE PLANNING REQUESTS, WATER SERVICES, SEWER SERVICES, COMMUNITY CENTER RENTAL RATES AND REPEALING RESOLUTION 2016-622.

BE IT RESOLVED by the City Council of the City of Halsey, a municipal corporation of the State of Oregon, the schedule of fees are established as follows:

SECTION 1. The City of Halsey establishes the following schedule of Miscellaneous Fees and Licenses which are imposed outright for clerical/administrative services, materials, operation, maintenance and equipment costs.

<u>TYPE</u>	<u>FEE</u>
Election Fee	\$10.00
Lien Search (Title companies)	\$10.00/search
Liquor License Application	\$25.00/application
Notary Fees as dictated by ORS 194.164	\$10.00/per document
NSF, Returned Checks	\$30.00/item
Parade Permit	No Fee
Park Pavilion Reservation	\$60.00 deposit (\$30.00 Refundable)
Key Deposit – Community Center	\$50.00 deposit

Facsimile Machine:

Incoming \$.25/page Outgoing \$.25/page

Photocopies:

Miscellaneous B&W Copies 8.5 x11	\$ 0.10/page
Miscellaneous Color Copies	\$1.00/page
Miscellaneous larger than 8.5x11	\$ 0.25/page
Copy of Council/Committee Minutes	\$1.00/set
Copy of City Charter	\$5.00/set
Copy of City Construction Standards	\$7.00/set
Copy of Comprehensive Plan	\$7.00/set
Copy of Zoning Ordinance	\$7.00/set
Copy of City Storm Drainage System Master Plan	\$30.00/set
Copy of City Water Master Plan	\$30.00/set
Copy of Development Code	\$25.00/set
Copy of Budget	\$5.00/set

Public Records: Research fees for public records available under ORS 192.410 to 192.50, and Measure 37:

Requests for copies of tape recordings	\$10.00/tape
City Attorney Research	Per Attorney's Hourly Rate, plus costs
Staff Research	\$30.00/hour (1/2 hr minimum), plus costs

Community Center Rental Rates – RATE CHARGES ARE BY THE DAY

A \$30.00 deposit is required in addition to a rental fee. The deposit will be refunded upon verification that the facility is left clean and in the condition it was in when initially rented.

1. COMMUNITY CENTER ROOM

Regular	\$50.00
Non-profit	\$40.00
Halsey Resident	\$30.00

2. KITCHEN ONLY

Regular	\$50.00
Non-Profit	\$40.00
Halsey Resident	\$30.00

3. COMMUNITY CNTR ROOM & KITCHEN

Regular	\$85.00
Non-Profit	\$65.00
Halsey Resident	\$45.00

4. CLASSROOM AREA

Regular	\$25.00
Non-Profit	\$20.00
Halsey Resident	\$15.00

5. WEEKLY RENTAL (per use): CLASSROOM AREA

Regular	\$20.00
Non-Profit	\$15.00

EDUCATIONAL/RECREATIONAL RATE

Regularly-scheduled educational programs may be scheduled with costs to be determined, based upon the type of class offered. If the facility is rented at the weekly rental rate a one-time deposit will be paid. The deposit in these cases will be refunded when the weekly rental ceases to exist providing the facility is left in the condition it was initially rented taking into consideration normal wear and tear.

FOR-PROFIT ACTIVITIES:

The Community Center may be rented for special events such as Christmas Bazaars, Art Shows, Flea Markets, and other functions in which commerce takes place. For-profit activities will be charged a minimum fee of \$40.00 for 8 hours if the gross receipts do not exceed \$500.00. The charge will be \$70.00 if the gross receipts are between \$501-\$1000; and 8% of the gross receipts, if the gross receipts exceed \$1,000. If the organization does not show proof of gross receipts they will be charged as though the gross receipts exceeded \$1,000.

A deposit of \$80 will be required, with \$40 refunded after reconciliation. If the facility is rented at the weekly rental rate a one-time deposit will be paid. The deposit in these cases will be refunded when the weekly rental ceases to exist providing the facility is left in the condition it was initially rented taking into consideration normal wear and tear.

SECTION 2. The City of Halsey establishes the following schedule for Utility Service fees which are imposed outright for clerical/administrative services, materials, operation, maintenance and equipment costs and are a requirement of federal grant guidelines.

<u>TYPE</u>	<u>FEE</u>
<u>Labor</u>	
Public Works	\$65.00/hr. (1 hr. minimum)
Delivery only fee (within city limits)	\$25.00
Abatement	\$100.00/hr. (1 hr. minimum)
<u>Connection</u>	
<i>* All Connection fees may be subject to additional costs. Please refer to your permit for additional information.</i>	
Water Connection Permit-Residential	\$1000.00/each residential unit
Water Connection Permit- Multiple Family Dwelling	\$1000.00/each apartment unit
Water Connection Permit-Commercial	\$ 900.00 (Three or fewer fixtures) \$1100.00 (Four to ten fixtures) \$1,300.00(Eleven or more fixtures)
Sewer Connection Permit-Residential	\$1,500.00/each residential unit
Sewer Connection Permit- Multiple Family Dwelling	\$1,500.00/each apartment unit
Sewer Connection Permit-Commercial	\$1,300.00(Three or fewer fixtures) \$1,700.00(Four to ten fixtures) \$2,100.00(Eleven or more fixtures)
<u>Deposits</u>	
Water/Sewer Deposits for Residential	\$75.00
Water/Sewer Deposits for Commercial	\$130.50
<u>System Development Charges</u>	
Water System Development Charge	\$48.94/WSFU
Sewer (Wastewater) System Development Charge	\$40.07/DFU
Stormwater System Development Charge	\$0.59/Square Foot of Impervious Surface
<u>Misc. Charges</u>	
Backflow Prevention Device Testing	\$20.00 annual charge on October 1 st .
Expansion Tank	\$40.00
Blue Heron Storm Water Pump Station	\$8.00 per month per lot

Water Service - Inside City Limits:

Monthly Water Service -- Residential \$40.00/each residential unit
Allotment from 0-3000 gallons

*Plus, for each 3001-7000 gallons above
the minimum allotment per connection per month: \$1.25 per 1,000 gal.

*Plus, for each 7001-15000 gallons above
the minimum allotment per connection per month: \$1.75 per 1,000 gal.

*Plus, for each 15000+ gallons above the
minimum allotment per connection per month: \$2.25 per 1,000 gal.

Monthly Water Service -- Commercial \$40.00/each commercial unit
minimum allotment of 4,000 gal.

*Plus, for each 1,000 gallons above
the minimum allotment per connection per month: \$2.00 per 1,000 gal.

Monthly Sewer Service

Charge-Residential—Sewer Only \$39.00/each residential unit

Charge-Residential \$35.00/each residential unit
Allotment from 0-3000 gallons

\$39.00/each residential unit
Allotment from 3001-7000 gallons

\$44.00/each residential unit
Allotment from 7001-15000 gallons

\$49.00/each residential unit
Allotment from 15000+ gallons

Sewer Service – Inside City Limits

Monthly Sewer Service

Charge-Commercial

One to Two Fixtures \$35.00

Three Fixtures \$39.00

Four Fixtures \$43.00

Five Fixtures \$47.00

Six Fixtures \$51.00

Seven Fixtures \$53.00

Eight Fixtures \$55.00

Nine Fixtures \$57.00

Ten Fixtures \$59.00

Eleven Fixtures	\$61.00
Twelve Fixtures	\$63.00
Thirteen Fixtures	\$65.00
Fourteen Fixtures	\$67.00
Fifteen Fixtures	\$69.00
Thirty-nine Fixtures	\$117.00

Outside City Limits:

City Services Outside City Limits—The water and sewer fee will be doubled for customers located outside the City but using City services.

DELINQUENT ACCOUNTS: Applicable to both Water and Sewer

- Bills will be mailed on the last day of the month.
- Payment is due on the 25th of the following month.
- Penalty Charge assessed if payment not received on or before the 5th of the month following the due date.

DELINQUENT CHARGES

\$ 5.00	Penalty Charge (per service)
\$ 15.00	24 Hour Notice
\$ 25.00	Turn Off/Turn On Fee

OTHER CHARGES - Owner/Occupant Requested Fees

\$ 25.00	Voluntary Shut Off Fee
\$ 25.00	Turn On Fee - If Shut Off above is more than 60 days

SECTION 3. The City of Halsey establishes the following schedule for Land Use fees which are imposed outright for administrative/clerical services, materials, planning, engineering, legal and publication costs.

<u>TYPE</u>	<u>FEE</u>
Construction/Grading Permit Fee	\$25.00
Lot Line Change Application Fee	\$250.00
Pre-Application Conference	\$200.00
<u>TYPE</u>	<u>DEPOSIT</u>
Code Interpretation	\$200.00 <i>to be drawn on for costs incurred</i>
Type I Applications	\$250.00 <i>to be drawn on for costs incurred</i>
Type II Applications	\$500.00 <i>to be drawn on for costs incurred</i>
Type III Applications	\$1,000.00 <i>to be drawn on for costs incurred</i>
Type IV Applications	\$1,500.00 <i>to be drawn on for costs incurred</i>
Street Vacation Deposit	\$1,000.00 <i>to be drawn on for costs incurred</i>
Measure 37 Filing Fees	\$1,000.00 <i>to be drawn on for costs incurred</i>

Any or all of the above land use fees shall be actual costs for Attorney, Planner, Engineering, Publication, plus an additional 25% to cover administrative fees. The developer/person(s) requesting the above land use shall make a deposit with the City to be drawn on for costs incurred. The City shall return any Monies left over in the deposit within 60 days of finalizing the land use action. If there is money owed the City, the developer/person(s) requesting the land use action shall pay the City immediately upon receipt of a bill and prior to receiving any City services. Failure to pay fees as prescribed may result in building permits or other development permits being withheld.

The City of Halsey has determined that the fees identified herein are not subject to section 11 or 11b, Article XI of the Oregon Constitution. Any petition challenging this determination shall be filed within 60 days after the action of the governing body approving this resolution pursuant to ORS 305.385.

The above fees insure the continued provision of these services, and the fees provided for herein shall be effective July 1, 2017.

ADOPTED by the City Council this 13th day of June, 2017.

Marjean Cline, Mayor

ATTEST:

Hilary Norton, City Administrator